App. F. IX-4

40-41

Previous References ~~193~~. (Pts)

File No. 70.40

Serial Nos. 4-7

Later References.

PRESERVED

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 2

(5)

Part B for Dec 40

SUBJECT.

Supply of forms to the Public Offices &c.

7) To the Supply Dept

WD 0573—GPB—22,500—12-9-39

4626-47 9 20/-

Sanction to

16/1

No. P. C. 78

Encl. one statement in duplicate
copy of letter of Publicity officer

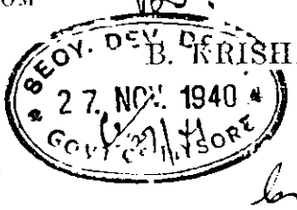
OFFICE OF THE SECRETARY, PRESS COMMITTEE.
GOVERNMENT PRESS,

Bangalore, dated .....25th..Nov..... *1940* .

27.

FROM

B. KRISHNASWAMY CHETTY, ESQ., B.E., A.R.P.S., M.A.S.M.E.,
SECRETARY, PRESS COMMITTEE,
BANGALORE.



TO

The Secretary to Government,
Development Department, Bangalore.

1880

PJS 40-40-4

SIR,

I have the honour to submit herewith two copies of the standard list of forms required by the Publicity Officer to the Government of Mysore, countersigned by him, and to request that early sanction of Government may kindly be obtained for the same as the officer has intimated his urgent necessity for these forms (copy of letter No.1448/P.O, dated 19-11-1940, received from the Publicity Officer in the matter is enclosed herewith for kind information). One copy may kindly be returned, for reference in this office.

No separate supply of forms was being made to this office and ~~in~~ if Government sanction the supply, it will mean an additional burden on the Press Budget.

I have the honour to be,

Sir,

Your most obedient servant,

Secretary,
Press Committee.

26/11/40.

DRS.

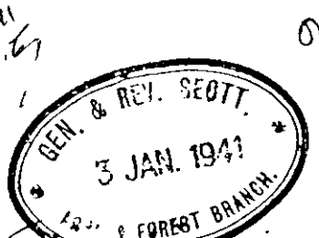
Sub for orders.
7.12.40.

may be sanctioned
Dev Secy 7/12

17/11/40

Draft Sub for approval.
19.12.40

Secy. 27/12



Sec. to Govt. of the Comptr. of Printing & Supdt. Govt. Press
No. A 7 46 16-17 dt 26.12-40
Secy. Press Committee's recommendation

Letter No.1448/P.O, dated 19th November 1940, from the Publicity Officer to the Government of Mysore, Bangalore, to the Superintendent, Government Press, Bangalore.

* * * * * *

Subject: Supply of forms, registers, etc.

With reference to your letter No.P.C.49, dated 18th November 1940, I have the honour to forward herewith the standard list, duly countersigned by me.

The exact quantity of blank paper will be sent on hearing from you to print certain forms of this office ~~suct~~ such as letter heads, D.O. letters, etc., the samples of which have already been sent to you.

As the stock of all forms has been completely exhausted, early arrangements may kindly be made to print and supply all forms required by this office.

This may be kindly treated as very urgent.

* * * * * * *

" C o p y "

Secretary,
Press Committee.

DRS/25-11-40.

Number	Authority	Form No. or page of Manual	Name of the form or register	Size of form or register	No. of pages in the register	Whether to be printed on one side or both sides	Nature of binding
1		1	Letter Head D.O.	½ F.C.	Nil	One	Nil
2		2	- Do - D.O.	½ ~~Demy~~ F.C.	Nil	One	Nil
3		3	~~D.O.~~ Letter head (small)	--	--	--	--
4		4	- Do - (big)	--	--	--	--
5		5	Letter Head of Chief Secretary to Government.	--	--	--	--
6		6	Proceedings of the Government of H.H. the Maharaja of Mysore	--	--	--	--
7		7	Routine Notes.	--	--	--	--
8		8	Note continuation sheet.	--	--	--	--
9		9	File Facing sheet.	--	--	--	--
10		10	Official Memorandum (small)	--	--	--	--
11		11	- Do - (big)	--	--	--	--
12		12	Acquittance Roll.	--	--	--	--
13		13	Register of Contingent charges	--	--	--	--
14		14	Detailed contingent bill payable at Treasury.	--	--	--	--
15		15	Advance Recovery Statement.	--	--	--	--
16		16	Gazetted Officer's Salary bill	--	--	--	--
17		17	Detailed Pay bill of Establishment.		--	--	--
18		18	Travelling Allowance Bill.	--	--	--	--
19.		19	Monthly statement of Premium realised.	--	--	--	--
20		20	Statement of deduction of State Provident Fund.	--	--	--	--
21		21	Last Pay Certificate.	--	--	--	--
22		22	D.O. Covers (small)	--	--	--	--
23		23	- Do - (big)	--	--	--	--
24		24	Ordinary covers.	--	--	--	--
25		25	- Do - (big).	--	--	--	--

BANGALORE,
DATED 12TH NOVEMBER 1940.

for SECRETARY,
PRESS COMMITTEE.

DRS/12-11-40.

DEPARTMENTS TO GOVERNMENT OF MYSORE.

WD —GPB—1,000—22-10-40

Whether to be perforated, ruled or page numbered and book numbered	Kind of paper	Period of supply	Quantity	Remarks
Nil	20 Lbs.	Annual	~~3000~~ 1000	To be got printed by sending papers.
Nil	Demy	-do-	~~2000~~ 5000	
--	--	--	~~1000~~ 3000	
--	--	--	~~500~~ 2000	
--	--	--	1000	These are common forms; no separate printing is necessary. Common forms may be used.
--	--	--	500	
--	--	--	2000	
--	--	--	1000	
--	--	--	2000	
--	--	--	500	
--	--	--	500	
--	--	--	1 book	
--	--	--	1 book	
--	--	--	25	Financial forms may be used.
--	--	--	25	
--	--	--	25	
--	--	--	20	
--	--	--	20	
--	--	--	25	
--	--	--	25	
--	--	--	20	
--	--	--	1 book	
--	--	--	1000	Common forms.
--	--	--	500	
--	--	--	--	No covers are printed and supplied; only papers will be supplied.
--	--	--	--	

COUNTERSIGNED

(sd) S. Ranga Ayer.

PUBLICITY OFFICER TO GOVERNMENT,
BANGALORE.

G. R. S. App. F VI—G 2]

SUBJECT .....

.....

.....

Diary No. of letter replied to .....

General and Revenue Secretariat

( )

the 193 .

Date of issue 26/12/1936

Signed by .....

May this be—

(i) printed ?

(ii) treated as a standing order ?

(iii) published in the Gazette, English Part ?

(iv) translated ?

(v) placed at the disposal of the press ?

(vi) published in the Gazette, Kannada Part ?

Section. PRS.

File No. 70-40

Serial No.)

Proceedings of the Government of His Highness the Maharaja of Mysore

Read— Letter no. P.C. 78 d. 27.11.36 from the Secretary, Press Committee, Bangalore, submitting for the sanction of Govt. two copies of the Standard list of forms to be printed & supplied to the publicity Officers of the Govt. duly, Countersigned by him.

Order thereon.—No. PR 7 46 36 "

Sanctioned.

By
Dy. Secy. to Govt.

To. The Supdt. Govt. Printing & Secy. Press Committee (with a copy of the standard list of forms).
Compt. to Govt.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

Read :—

Letter No.P.C.78 dated 27th November 1940 from the Secretary, Press Committee, Bangalore, submitting for the sanction of Government two copies of the standard list of forms to be printed and supplied to the Publicity Officer to Government duly countersigned by him.

Order No. A7—4616—17 Pts.7.0.40.7

Bangalore, Dated, 26.12.40

S a n c t i o n e d.

Secretary to Government,
Development Department.

The Superintendent, Government Printing and Secretary, Press Committee (with a copy of the standard list of forms).

The Comptroller to Government.

3.